

BYLAWS OF THE STATE ALL HAZARDS ADVISORY COMMITTEE

ARTICLE 1 – Name

The name of this committee shall be the State All Hazards Advisory Committee (SAHAC)

ARTICLE II – Object

The object of the State All Hazards Advisory Committee is to provide advice to the Colorado Departments of Local Affairs, Public Safety and Public Health and Environment on all matters related to all hazards emergency management. Coordinate and facilitate information: Region to Region and Region to State. Assist in resolving conflicts between regions, or between the regions and the state. Review and comment on all regional and state emergency operations plans submitted by the all hazards emergency management regions and/or the State of Colorado. And make recommendations to the Colorado Departments of Local Affairs, Public Safety and Public Health and Environment, and any other State Agencies deemed pertinent, on all hazards emergency system needs.

ARTICLE III – Members

Section 1. Each All Hazards Emergency Management Region (EMR) shall select a representative to the SAHAC.

Section 2. Each All Hazards Emergency Management Region shall select an alternate to provide representation, in the case of the absence of the SAHAC representative.

Section 3. Each listed discipline organization (Appendix A) shall select a representative to the SAHAC and alternate, in the case of the absence of the SAHAC representative.

Section 4. Non-voting members include: The Ute Mountain Ute and Southern Ute Indian Tribes; the Governor's Policy Office; the Department of Local Affairs; the Department of Public Health and Environment; and the Department of Public Safety.

Section 5. The EMR must notify the Director of the Division of Emergency Management (DEM) in writing the name, title, mailing address, telephone number, FAX number and electronic mail address (if available) of any change in SAHAC representation within 30 days.

ARTICLE IV – Officers

Section 1. The Officers of the SAHAC shall consist of a chairperson and a Vice-Chairperson.

Section 2. The Chairperson shall preside at all meetings of the SAHAC. The Chairperson shall be a member of the SAHAC and shall hold office until successor is

elected. The Chairperson shall be the appointed representative to the State Agency Coordination Team.

Section 3. The Vice-Chairperson shall, in the case of the absence or disability of the Chairperson, perform the duties of the Chairperson. The Vice-Chairperson shall be a member of the SAHAC. The term of office as the Vice-Chairperson shall be until a successor is elected. In the absence of both the Chairperson and the Vice-Chairperson a SAHAC member selected by those present, shall preside.

Section 4. The officers shall perform the duties described in the parliamentary authority (e.g. Roberts Rules of Order) and these bylaws.

Section 5. The officers shall be elected by vote at a regularly scheduled SAHAC meeting to serve a term of 2 years or until their successors are elected. Their term of office shall begin upon adjournment of the regular meeting during which the election took place.

Section 6. Elections shall be held at the SAHAC meeting in January of every even numbered year.

Section 7. In the event the Chairperson should resign from the SAHAC or a vacancy is created, the Vice-Chairperson shall assume the position until the end of the term.

Section 8. In the event the Vice-Chairperson also resigns or a vacancy is created, a special election will take place at the next scheduled SAHAC meeting.

Section 9. No person shall hold office if he/she is not a member, and no member shall hold more than one office at one time.

ARTICLE V – Meetings

Section 1. A regular meeting of the SAHAC shall be held at least quarterly.

Section 2. A notice will be sent to each SAHAC member by the DEM for regular meetings at least two weeks in advance.

Section 3. All meetings of the SAHAC shall be open to the public.

Section 4. Eleven voting members of the SAHAC shall constitute a quorum. A simple majority vote of the members present shall be required to carry any motion.

ARTICLE VII – Records

The records of the SAHAC shall be public records and shall be open for public inspection. Minutes shall be made in all SAHAC meetings and shall be approved by the SAHAC. After approval by the SAHAC, minutes shall be made a part of the SAHAC record. The DEM shall be responsible for recording of the minutes and keep the records of the SAHAC.

ARTICLE VIII – Amendment

These bylaws may be amended at any regular or special meeting of the SAHAC by a two-thirds vote of the membership, provided that previous notice of the amendment was given to all members at least two weeks in advance.

APPENDIC “A”
LIST OF DISCIPLINE ORGANIZATIONS

CEMA
CCI
CoAPWA
CoSFA
CML
EMSAC
Environmental Health Directors
Fire Chiefs Association
Hospital Association
Police Chiefs Association
Public Health Association
Sheriffs Association